

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, MAY 11, 2017 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

MEMBERS PRESENT: Larry Babcock ~ Chairperson
Dan Wysocky ~ Vice-Chairperson
Mark Hamburg
Larry Borud
Gordy Carlson

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Bob Buerger and
Jon Sonnenberg

CALL MEETING TO ORDER: The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, May 11, 2017.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, WYSOCKY, HAMBURG, BORUD AND CARLSON.
ALL MEMBERS PRESENT.

APPROVAL OF AGENDA: *Motion by Hamburg to approve the Agenda as presented, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS:

- Review & Act on Town of Rome Memorandum of Understanding (MOU) to Mow a Section of CTH D

APPROVAL OF MINUTES OF LAST MEETING (APRIL 13, 2017): *Motion by Hamburg to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for April 13, 2017 Regular Monthly Meeting, second by Carlson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON SEVEN SISTERS GRAVEL PIT LEASE AGREEMENT:

Highway Commissioner informed the Committee that the Kraemer Company has expressed interest in renewal and extending the Seven Sister Gravel Pit Lease Agreement to a 10 year term. Documents for this lease agreement was sent to Corporation Counsel for review and has not been returned to the Highway Department. No discussion or action taken at this time, this item will be placed on the June Highway Committee Meeting Agenda.

REVIEW & ACT ON TOWN OF ROME MEMORANDUM OF UNDERSTANDING (MOU) TO MOW A SECTION OF CTH D:

Jon Sonnenberg representative from the Town of Rome was present to inform the Highway Committee that the Town of Rome would like to mow the roadside on CTH D from STH 13 to 9th Avenue more than the twice a year than what the County currently mows it. *Motion by Hamburg to approve and sign the Memorandum of Understanding with the Town of Rome which would allow the Town*

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of Rome to mow the roadside on CTH D from STH 13 to 9th Avenue, second by Carlson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & DISCUSS OR ACT ON SURFACE TRANSPORTATION PROGRAM ~ RURAL (STP~R) GRANTS / FUTURE PROJECTS ~ FUNDS AVAILABLE: Highway Commissioner discussed with the Committee future Surface Transportation Program grants and what would be available for Adams County. Adams County has an STP grant that will be utilized in 2018 for CTH Z (18th – Wood County Line). *Motion by Hamburg to postpone applying for a Surface Transportation Program grant until the next cycle, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REQUEST APPROVAL TO ADVERTISE FOR WOOD BIDS: Highway Commissioner asking for authorization to advertise wood for sale in the local newspaper. The wood was from the STH 21 brushing that the property owners did not want and is approximately 8.5 cords, funds will be returned to Wisconsin Department of Transportation. *Motion by Wysocky to authorize the Highway Commissioner to advertise wood for sale bids and award to highest bidder, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Crack Filling CTH C
- Started STH 21 Crack Filling PBM Project
- Patching
- Downfall Tree Cleanup
- Shoulder Reclaiming ~ CTH & STH
- Possible DMA for shoulders on STH 82
- Water Issues
 - CTH O: complaint is culverts on CTH O are too high causing flooding of property 800 & 900 Block
 - CTH C: complaint is CTH C is causing flooding in basement 700 Block
 - CTH Z: complaint of water in basement 2100 Block
- Updated the Committee on the CTH P Construction Project

FINANCIAL REPORT:

- *Motion by Hamburg to approve the 2016 Financial Report of Highway Operations as presented, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*
- *Motion by Hamburg to approve the April 2017 Financial Report as presented, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

VOUCHERS: The Highway Department monthly check summary report was presented to the Committee for review. *Motion by Hamburg to approve the Monthly Check Summary report as presented, second by Borud. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- Bids: Shop Truck / Crew Cab / Salt Brine Equipment
- Seven Sisters Gravel Pit Lease Agreement

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- Brushing Concerns ~ 1123 CTH D

SET NEXT MEETING DATE AND ADJOURN: *Motion by Carlson, second by Wysocky, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, June 8, 2017 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 9:50 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE